

**Tiverton Library Services  
Board of Trustees Minutes  
Tiverton Public Library  
October 14, 2015**

**Trustees/Director Attending:**

**Lee Hoyer**

**Ed Roderick**

**Jennifer Theroux**

**Maureen Morrow**

**Greg Jones**

**Colin Robinson**

**Ann Grealish-Rust, Director**

**Guests: Peter Sullivan and Debra Darkow from the Friends**

**Call to order at 7:00 PM**

**Agenda Items**

**1. Approval of Minutes for Previous Meeting.**

**Minutes from September were reviewed, accepted and approved. They will be placed on file.**

**2. Treasurer's Report**

**Ann Grealish-Rust reviewed operation budget vs actual reports and the monthly report for September. Ann explained, in review (see July**

minutes), that the electrical expenses are greater than expected because a business meter, carrying a higher rate, was placed on the building. She is working toward getting the correct meter and new rate via the Town and Direct Energy. A credit for the added expense from the business meter is expected. There was also some discussion as to why the propane bill is higher than anticipated. Ann will investigate this further and report back to the Trustees.

### **3. Union Public Library Association.**

Ann Grealish-Rust provided the report that Gayle Lawrence sent her. Specifically, there is a strong volunteer force organized by Barbara Lewis and that the library has received many book donations. The UPLA annual meeting is to be held October 15, 2015 at the Amicable Church.

### **4. Friends of the Tiverton Library (FOTL).**

Debra Darkow reported that the yield from the annual community fair and book sale was \$5500. She reviewed the pros and cons of holding the sale at the library instead of the Ranger School but stated, overall, it was an excellent way to get people into the new library. Lee Hoyer complimented the Friends on their newest newsletter.

### **5. New Building.**

Ann Grealish-Rust reported that there are still many repairs and fixes

that remain for Behan Brothers to rectify. These range from lock repairs on cabinets and doors to carpet tiles that repeatedly come up from the floor. Lee stated that these will be done in accordance with the one year warranty. It was decided that Lee, Ann, and a representative from Behan Brothers would meet monthly until all jobs are complete. Lee suggested that Ann create a spreadsheet to list the jobs and then document their status.

Ed Roderick suggested to Ann that she contact the Town Administrator to arrange for monthly maintenance visits for small repairs.

Lee gave an update regarding the sign for the new library. After checking with the code enforcement officer and consulting with town ordinances regarding signs, it was determined that we will need to request a variance to place the sign in the triangle at Roosevelt and Bulgarmarsh Roads. Lee will request that we be placed on the agenda of the zoning board of review.

East Coast landscaping is expected to plant grass on the east end of the building sometime this fall.

## **6. Foundation.**

The loan from Baycoast Bank has been retired. \$40,000 remain in the Foundation to pay for additional expenses.

## **7. Director's Report.**

**Ann Grealish-Rust provided a detailed Director's report.**

**She reported that Janet Linheares has returned to work after illness.**

**She reported that the volunteer program is off to a good start with five volunteers fully trained and many more have been interviewed and await training.**

**She also mentioned that many people say they would like to donate to the Friends but the web site lacks a PayPal portal. This will be set up soon.**

**She also reviewed all the programs that the library is hosting and reported on the success of recent offerings including the Anthony Quinn movie.**

**Ann provided the trustees with a set of bar graphs that depict comparisons of library usage for the first quarter of 2014 and 2015 and September 2014 and 2015. In all areas, usage has risen rapidly with circulation more than doubling in the first quarter.**

**Ann reported that the state of RI mandates that the library begin counting wi-fi users and that a piece of equipment will be purchased to monitor this.**

**The newly-revised unattended children policy was reviewed and adopted unanimously by the trustees after a motion was made by Lee Hoyer and seconded.**

**Ann asked to attend a Library Journal meeting Washington DC. A motion was made by Maureen Morrow for her to attend, have some expenses covered, and time off given. This was seconded by Greg Jones and passed unanimously.**

**After a brief discussion of the problem of smokers around the library steps, Ann was directed to contact the Town Solicitor to see if we can place a sign stating that the library is a non-smoking campus.**

**Ann also reported that new signage is needed to direct patrons to the drive-in drop and pick up area. Patrons reports they cannot locate it on the far side of the building. Ann will have new signage made.**

## **8. New Business**

**A discussion was held regarding the recent letter to the editor from a citizen. It was acknowledged that the letter contained some false assertions such as that the trustees promised to close Union Library once the new library was open. The trustees agreed that we would use all the positive data generated by Ann in recent months to promote the library through the press. These data and strong program attendance speak for themselves.**

**The meeting adjourned at 8:50 PM**

**Respectfully submitted,  
Maureen Morrow  
Secretary**